

March 11, 2004

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Janet Thunder  
1412 East 24<sup>th</sup> Street  
Minneapolis, MN 55404-3954

Re: In the Matter of the Order of Revocation of Janet Thunder  
OAH No. 3-1800-15456-2

Dear Counsel and Ms. Thunder:

This letter constitutes the First Prehearing Order concerning matters discussed in the prehearing conference this morning. In my absence, Judge Klein conducted the conference, which took place at the Office of Administrative Hearings (OAH). Mr. Szotkowski and Ms. Jahnke appeared on behalf of the Department of Human Services, and Ms. Thunder appeared on her own behalf without counsel. Also appearing with Ms. Thunder was Lyn Levine.

The following schedule was set: No later than September 5, 2003, the parties must exchange (1) a list of witnesses and (2) copies of all exhibits to be offered during the hearing. If exchanged by mail, these materials must be post-marked on that date. The hearing will take place September 15 and 16, 2003, beginning at 9:00 a.m., at the Office of Administrative Hearings.

I have enclosed to each of you a copy of the protective order signed by Judge Klein. In addition, I have enclosed to Ms. Thunder a copy of the Guide to Participating in Contested Case Proceedings and other materials intended for *pro se* litigants from the OAH website. I encourage her to review them before the hearing.

Sincerely,

/s/ Kathleen D. Sheehy

KATHLEEN D. SHEEHY  
Administrative Law Judge  
612/341-7602

Encl.